



Director of Golf

The Royal Fox Country Club, St. Charles Illinois

Position Overview

The Club seeks an accomplished and service-driven Director of Golf to lead and elevate the Club's golf program while delivering an exceptional member experience consistent with the traditions and standards of a premier private club.

The Director of Golf will provide strategic leadership and operational oversight of all golf activities, including daily play, tournaments, golf shop operations, staff development, and member engagement. This individual will be responsible for fostering a culture of professionalism, hospitality, and operational excellence within the golf department.

The ideal candidate is a PGA Professional with significant private club experience, proven leadership ability, and a passion for enhancing the member golf experience.

About the Club

The club is a privately owned golf facility committed to providing an exceptional golf experience for its members and guests. The property features distinct 18-hole championship golf courses that offer a challenging and rewarding experience for golfers of all skill levels.

The Royal Fox in St. Charles, was designed by Richard Nugent and measures 6,806 yards from the championship tees as a par 71. The course has hosted the prestigious Illinois PGA Open eight times and is widely recognized as one of the premier competitive venues in the region.

The club has invested significantly in golf course and facility improvements in recent years. In 2019, the bunkers were renovated and upgraded with Better Billy Bunker and white sand. The same year included a renovation of the club's golf shop. In 2020, the club completed a full renovation of the cart paths to enhance the on-course experience. In 2022, the cart barn facility was renovated to improve operational efficiency and member services.

Looking ahead, the club continues to invest in the long-term quality of its golf facilities, with future projects planned that include a new irrigation system and improvements to the driving range.

Leadership Role

The Director of Golf serves as the senior leader of the golf operation and is responsible for creating an environment that promotes outstanding service, efficient operations, and strong member relationships.

Key focus areas include delivering an exceptional member golf experience, maintaining efficient pace of play and tee sheet management, providing strong leadership and mentorship to the golf staff, executing a dynamic and well-organized tournament program, managing a successful golf shop retail and merchandising operation, and upholding the traditions and service culture of a private club environment.

Golf Department Structure

The Director of Golf leads a full-service golf operation that includes a Director of Golf, three Golf Professionals, golf shop clerks, starters, outside services staff including bag room attendants, and a caddie program.

The Director is responsible for recruiting, training, scheduling, mentoring, and evaluating all golf department personnel while maintaining a culture of teamwork and service excellence.

Primary Responsibilities

- **Member Experience and Golf Operations**
Ensure the highest level of service and hospitality for members and guests. Oversee daily golf operations including tee sheet management and enforcement of pace of play and schedule of play. Maintain a welcoming, organized, and professional golf environment.
- **Leadership and Staff Development**
Provide strong leadership and mentorship to golf professionals and operational staff. Foster a culture focused on professionalism, teamwork, and exceptional service. Oversee departmental scheduling and payroll management.
- **Tournament and Event Programming**
Develop and execute a robust calendar of member tournaments, leagues, and special golf events. Oversee all aspects of tournament operations including logistics, rules administration, scoring, and event execution.
- **Golf Shop Operations**
Lead all aspects of the golf shop retail operation including merchandising, product selection, inventory management, and vendor relationships. Manage ordering and inventory levels to support both member satisfaction and financial performance.
- **Technology and Systems**
Utilize club management software, preferably Jonas Club Management or similar systems, to manage tee sheets, tournaments, member billing, and operational reporting.
- **Caddie Program Oversight**
Maintain knowledge and operational oversight of the club's caddie program and ensure it supports the service standards and traditions of the club.

Candidate Qualifications

PGA of America Certified Professional

Seven to ten or more years of progressive leadership experience in private club golf operations

Previous experience as a Head Golf Professional or Director of Golf

Strong experience in tournament operations and member golf programming

Experience managing golf shop merchandising and inventory

Experience with club management systems, preferably Jonas Club Management

Knowledge and experience with caddie programs preferred

Demonstrated leadership and staff management skills

Strong communication, organization, and member service skills

Compensation and Benefits

The Club offers a competitive compensation package commensurate with experience and qualifications. The compensation package includes base salary based on experience, a performance-based bonus structure, PGA dues paid, continuing education support, health insurance benefits, uniform allowance, and a 401(k)-retirement plan.

Application Instructions

Qualified candidates are invited to submit their resume and cover letter via email.

Please send all application materials to:

Jake Rieger

General Manager

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